



Governors Office of Emergency Services

Henry Renteria, Director

DRAFT MEETING NOTES

California Statewide Interoperability Executive Committee (CalSIEC)

Monday, April 28, 2008

10:00 a.m. to 3:00 p.m.

OES Headquarters | 3650 Schreiver Avenue, Mather, CA 95655

Conference Bridge | 1-866-742-9494, 3127358#

Action Items:

1. Anyone interested in attending the Golden Guardian planning conferences, providing feedback on Golden Guardian objectives, or providing feedback on a possible Statewide Interoperability Seminar hosted by CA-OHS, should contact Steven Goff (steven.goff@ohs.ca.gov).
2. Anyone interested in funding for TICP cross-jurisdictional training should contact Vinnie Buehler (Vincent.Buehler@ohs.ca.gov).
3. Anyone interested in joining the CalSIEC CASM work team should contact team lead Vinnie Buehler (Vincent.Buehler@ohs.ca.gov).
4. The CalSIEC Charter was approved as a working draft. It will be worked on by the CalSIEC Ad Hoc Governance Work Group, for which people signed up at the meeting, in the next few weeks. The Charter has an expiration date of the next CalSIEC meeting or until replaced.
5. The CalSIEC Channel Naming document was approved as a working draft. The CalSIEC Ad Hoc Nomenclature Work Group will meet in the next few weeks to work on the next round of changes need to be made.
6. Brent Finster will chair the Ad Hoc ComL Advisory Work Group to provide advice to CA-OHS on ComL training.
7. Anyone who would like to provide CA-OES with input on issues regarding Assembly Bill 2185 should contact Sam Williams (Samuel.williams@oes.ca.gov).
8. Anyone interested in participating on a Technology Work Group (including system of systems, strategic planning and P25 issues) should contact Bill De Camp (Bill.DeCamp@dgs.ca.gov) as a group has begun meeting on the first Thursday of each month. The group started as a PSRSPC effort but has been expanded to be a joint CalSCIP endeavor..

I. Welcome and Opening Remarks

Frank McCarton (CA-OES):

Chief Deputy Director Frank McCarton, Governor's Office of Emergency Services (CA-OES), offered his congratulations to everyone for the approval of the California Statewide Communications Interoperability Plan (CalSCIP) by the U.S. Department of Homeland Security (DHS). He thanked the group on behalf of CA-OES Director Henry Renteria for all the hard work that was put into the document.

Mr. McCarton noted that two very important documents were up for discussion: the CalSIEC Governance Charter and the Interoperability Channel Naming document. Mr. McCarton reminded CalSIEC members that John Powell will be taking on a new role as Special Advisor to the Director for interoperability. He thanked Mr. Powell for his years of hard work through the tough times in the world of interoperability. He also thanked Bob Sedita who has retired from the Los Angeles County Sheriff's Office. Mr. Sedita's efforts were invaluable in getting the CalSIEC Southern Planning Area launched and he will be missed. Mr. McCarton announced the appointment of new the Deputy Director for the Response and Recover Division, Tom Maruyama. Mr. Maruyama comes from the Federal level and will be heavily involved in interoperability efforts.

John Powell:

Former Chair of the CalSIEC John Powell thanked everyone for their continued participation in CalSIEC. He noted that it has been five years since the inaugural CalSIEC meeting in 2003. Mr. Powell felt that a change of the Chair is needed. OES will become the interim Chair of CalSIEC while the steering committee takes a look at interested candidates in the next few weeks.

Mr. Powell said that he was extremely proud of the recent developments regarding the SCIP and the Public Safety Interoperable Communications (PSIC) grant. The Director of the U.S. DHS Office of Emergency Communications (OEC) recently announced that of the 55 State and Territorial PSIC grants submitted, only 1/3 were approved including California's. He commended that CalSIEC for making this effort work and for having the right people doing the writing. He emphasized the need to upgrade bigger systems such as CLEARs in an effort to utilize those channels to the maximum.

There has been a lot of great work that has been done. The SCIP and PSIC Investment Justifications are great accomplishments. Mr. Powell said that he looked forward to handing over the reins to the next chair as well as filling a number of CalSIEC vacancies.

The CalSIEC then did round table introductions.

Agenda Review:

Meeting Facilitator Julia Lee, California State University, Sacramento, Center for Collaborative Policy, reviewed the ground rules and process for the meeting. She reminded the group that they would be using a consensus seeking process in reviewing two significant documents: the CalSIEC Governance Charter and the Interoperability Channel Naming document. The documents are living documents and can be amended in the future.

Don Root suggested that there be an agenda item added to discuss pending legislation such as Assembly Bill 2185. It was decided that the CalSIEC will try to make room for this item with its very full agenda.

II. Interoperability and Golden Guardian 2008

Deputy Director Steven Goff, Governor's Office of Homeland Security (CA-OHS) Exercise Branch, presented a PowerPoint on the Golden Guardian 2008 full-scale exercise. Mr. Goff reminded the CalSIEC that it will be a great exercise in which to test interoperability capabilities. The Golden Guardian exercise is currently in its 5th year since it was initiated by the Governor in 2004. While the first few focused on a terrorism theme, the exercise has transitioned to other potential disasters. This year's scenario will be at 7.8 magnitude earthquake in the Los Angeles basin. It will affect 7 operational areas

and the State Operations Center will be activated. Next year's exercise will be a Port scenario that will incorporate all regions of California into the exercise.

Golden Guardian 2008 will coincide with a functional exercise in Tahoe consisting of an earthquake-caused land collapse, generating a 6-8 foot wave that will hit the South Shore. The Emergency Operations Center only will be activated in conjunction with the statewide exercise. Additionally, US Northern Command and the California National Guard have moved their exercises, Vigilant Shield and Vigilant Guard, to coincide with Golden Guardian.

Mr. Goff invited any interested CalSIEC members to Golden Guardian planning conferences on May 14, 2008 and June 19, 2008. Representatives from State and Local agencies can come to suggest specific injects for the exercise in accordance with capabilities that they want to test. Additionally, he mentioned that the Homeland Security Evaluation and Exercise Program (HSEEP) is meant to help agencies test their capabilities. HSEEP can help Local and State agencies develop table top and functional exercises, in an effort to eventually move to full scale exercises.

Deputy Director Robert Samaan, CA-OHS, offered the CalSIEC the opportunity to have a Statewide Interoperability Seminar in the August or September 2008 timeframe. CA-OHS Exercise Branch would host and facilitate this seminar. Information gathered at this interoperability seminar would contribute greatly to Golden Guardian 2008.

It was mentioned that one of the SCIP initiatives is to ensure that every exercise with a communications component actually tests that component. Anyone who is interested in attending the Golden Guardian planning conference, providing feedback on Golden Guardian objectives, or providing feedback on a possible Statewide Interoperability Seminar hosted by CA-OHS should contact Steven Goff (steven.goff@ohs.ca.gov).

III. PSIC Update and CASM Implementation

Vinnie Buehler, CA-OHS, gave the CalSIEC an update on the PSIC grant funding. On April 4, 2008 seven of the eight PSIC investment justifications were approved by U.S. DHS. One was held back because it needed clarification on certain elements; OHS is currently in the process of addressing that issue. PSIC award letters have been sent out to the points of contact provided to Mr. Buehler. Agencies should receive those letters very soon.

John Powell provided the CalSIEC with some information about a new \$50 million grant that was announced by the U.S. DHS Office of Emergency Communications. Not very much information has been released yet, but California is looking at getting around \$500,000. The grant guidance is due out in June and allocations are anticipated to be based on a risk formula, similar to what is used for the State Homeland Security Grant Program (SHSGP). Mr. Powell noted that the grant program focuses on two areas that do not need a funding match: planning and training. He will keep the CalSIEC informed as more information emerges.

Mr. Buehler reminded the group that funding has been set aside for Tactical Interoperable Communications Plan (TICP) development. The U.S. DHS Interoperable Communications Technical Assistance Program (ICTAP) has been conducting workshops in the Northern Planning Area and has one coming up in Chico. There is also funding available for CalSIEC and PSRSPC members who volunteer to work with other jurisdictions that might need help with TICP development. Interested members should contact Mr. Buehler to work out the details (Vincent.Buehler@ohs.ca.gov).

\$200,000 of PSIC money was allocated for the Communication Assets Survey and Mapping tool (CASM). Mr. Buehler mentioned that he will be meeting with CA-OES in the near future to figure out the logistics for this funding. If CalSIEC members have any suggestions about how to use this money, they should contact Mr. Buehler.

Brent Finster mentioned that 28 people have taken the CASM training provided by ICTAP. In starting to implement the tool, Mr. Finster recalled, it became clear that it would be helpful to have protocols in place. He thought that the CalSIEC would be a great body to implement those protocols. The system provided by ICTAP is very flexible for end users to come up with standards. Mr. Finster provided the group with a first draft of standardization. Don Root moved for the establishment of a CalSIEC CASM work group. Robert Samaan seconded the motion. Vinnie Buehler volunteered to be the lead on this work group.

IV. CalSIEC Charter

Meeting Facilitator Julia Lee reminded the CalSIEC that it works on a consensus basis for decision making. Co-Facilitator Adam Sutkus provided some background on the Governance Charter process that has taken shape over the last few months. He reminded the group that the CalSIEC Governance Charter is a living document. If there are things that do not need to be immediately addressed, the goal is to approve the Charter. The Steering Committee will meet sometime in the near future to address any Charter issues. Mr. Sutkus mentioned that there has been a robust effort in the last few months to vet the Charter document and get input from CalSIEC members.

Discussion/Comments:

- ✚ One CalSIEC member recalled that balance was a big issue when determining who should be a member of the CalSIEC. It was intended to reach both large and small constituencies, north and south.
- ✚ Another suggested that the San Francisco Bay Area Super Urban Area Security Initiative (SUASI) be invited to be a member-at-large because it is a regional system.
- ✚ The membership list has the same number of State representatives as Local representatives. The original design of the CalSIEC was intended to follow the design of the CLEMARS Executive structure, which has a predominantly local structure. The CalSIEC should stay with this model.
- ✚ It was suggested that the column labeled “approving organization” on the membership matrix be changed to “nominating organization” because members are nominated by their respective constituencies.
- ✚ The affiliation of CalSIEC chairs needs to be taken into consideration. It is possible that two agencies have multiple representatives on the Committee because of the Planning Area Chairs.

Another member was concerned that the balance of membership on CalSIEC had been compromised. They felt that not every member of the PSRSPC should be on CalSIEC. However, there are no seats on the Steering Committee for State agencies. This brought up the issue of how individuals get selected, and it was suggested that the CalSIEC Planning Areas should be the “approving organization.” One member

was also concerned about the “members-at-large” group. They felt that the CalSIEC should strongly consider why certain members-at-large are chosen to sit on CalSIEC while others are not.

- ✚ One member suggested that the membership table be broken down into two tables. The State agency table should be separate and should not have a nominating agency.
- ✚ Mary Cook, Department of Fish & Game (DFG), had volunteered to sit on the CalSIEC on behalf of the Resources agency to represent the PSRSPC. CalSIEC members felt that State agency representation can be adequately fulfilled by one person.

It was clarified that although Tribal law enforcement officials are not recognized as California Peace Officers, they still have access to interoperability channels. The CalSIEC should encourage them to participate and continue to work with those officials.

- ✚ It was pointed out that one of the greatest strengths of the CalSIEC is the level of participation among its members. However, it is very important to have people at the table who are interested in participating. The CalSIEC needs to look at maximizing the participation of its members, which may entail changing the membership.

Mr. Sutkus suggested that the group consider the entire document, knowing that there are some membership issues that need to be worked out, to see if it could move forward with an approved working draft today. The steering committee can meet in the very near future to discuss some of the specific issues of the charter.

One member was concerned about discussing who should be included or excluded on the CalSIEC without having those people in the room. Additionally, they felt there should be an Executive Committee in addition to the Steering Committee. Another member thought it would be a good idea for the CalSIEC to send out a letter to current participants finding out whether or not they are interested in continuing to participate on the Committee. This way they will have the option.

CalSIEC members were concerned about the Steering Committee membership. Certain members felt it was something that needed to be looked at as the CalSIEC moves in pursuit of a governance document.

Gary David Gray moved to approve the working draft of the CalSIEC charter. John Penido seconded the motion. Don Root moved to amend the motion: the Charter will have an expiration of 180 days or until it is replaced. Robert Samaan moved to amend the motion: the Charter will have an expiration date of the next CalSIEC meeting or until replaced. The approved working draft of the CalSIEC Charter, with changes to be incorporated from the day’s meeting, was passed without abstention or opposition.

V. Interoperability Channel Naming

The CalSIEC was presented with the Draft Interoperability Channel Naming document for discussion. John Powell explained that the CalSIEC Ad Hoc Nomenclature Work Group held numerous conference calls over the past few months to discuss the channel names in detail. The document was subsequently sent around to the CalSIEC in order to gather more input on the draft document. Mr. Powell opened it up for discussion, reminding the group that the goal is to move forward with an approved document.

CalSIEC members were concerned that the document was not completely consistent across the short channel names. It was clarified that if the name did not have to be changed for the longer version, the

same channel name was used for the short version, provided that it could fit. Brent Finster pointed out that coming up with six character channel names was particularly difficult. Furthermore, when narrow banding takes effect this will be a moot point.

One member pointed out that the document is not a perfect document and should be consequently considered a living document. A huge part of the problem lies in the legacy channel naming. Sometime in the future there will hopefully be 156.7 MHz on both the send and the receive side. Another member asked for clarification about whether or not there will be 16 different *PL* combinations per frequency. It was suggested that the tones be installed in a dual tone format.

The issue of Tactical Interoperable Communications Plans (TCIP) was raised. Members felt that TCIPs needed to be updated annually because things change in many different systems very frequently. It cannot be assumed that a plan that is two years old is up to date technically speaking.

Brent Finster suggested that the document be approved as a working draft. There are currently a lot of local and regional systems that are looking for guidance from the CalSIEC. John Powell suggested that at a minimum that CalSIEC approve the 800 MHz portion of the chart in order to get it to the agencies that are waiting for it in Northern California.

Don Root moved to accept the names in the document, with low band to be addressed in the future when the National Public Safety Telecommunications Council (NPSTC) clarifies. Gary David Gray seconded the motion. The channel names were adopted without abstention or opposition.

Don Root moved to accept the *PL* tones as they are in the 800 MHz section of the chart, considering the rest of the document a work in progress. Brent Finster seconded the motion. John Powell mentioned that some of the language will need to be rewritten in order to make sure that the document works operationally. The *PL* tones in the 800 MHz section of the document were adopted, noting that the rest of the document is a work in progress, without abstention or opposition.

It was suggested that the column labeled “Bandwidth” be changed to “Channeling.” The CalSIEC Ad Hoc Nomenclature Work Group will convene in the next few weeks to work on the next round of changes to the CalSIEC Channel Naming document.

VI. Communications Unit Leader (ComL) Training

Brent Finster gave an update on the status of the ComL training course. It has finally been approved by US DHS and everyone on the working group will be certified by the end of May 2008.

Robert Samaan mentioned that one of the PSIC IJs was to provide money for ComL training. He said that any input the group could provide on ComL training would be helpful. All ComL training has to be run by training partners in the State (e.g. FIREScope, CSTI, POST, etc).

Brent Finster offered to put together and chair an Ad Hoc ComL Training Advisory Work Group. Agencies will be contacted offline to provide their facilities for training. There will be two trainers per county and the rest of the PSIC money for training will be used where needed. John Powell mentioned that US DHS is getting ready to submit the National Emergency Communications Plan to Congress. In that plan, the top two priorities are channel naming and ComL training.

VII. AB 2185 Update

CalSIEC members discussed Assembly Bill 2185 and identified some collective issues that they felt were problematic. The following is a summary of those specific issues.

- ✚ The wordage in the bill uses “non-proprietary” versus “standards based.”
- ✚ The way it is currently worded allows too many entities to look at fiscal constraints to decide what they need, and potentially puts the public at risk.
- ✚ Certain modifications that will be made to Government Code 8592 will change the status and power of the Public Safety Radio Strategic Planning Committee (PSRSPC).

The identified fiscal impact put the bill in suspension because it was greater than \$150,000. Deputy Director Tom Maruyama, CA-OES, mentioned that OES will be taking a package of issues with the bill in front of Assembly Member Torrico. He encouraged CalSIEC members to provide any input that they could on the bill to Sam Williams (Samuel.williams@oes.ca.gov). Concerns that are addressed jointly will be much more powerful in front of the legislature. Mr. Maruyama also mentioned that there had been no formal opposition to the bill as of the previous week.

VIII. CalSCIP Initiatives

Meeting Facilitator Julia Lee mentioned that due to time constraints, the group would not have time to break out into group to discuss specific CalSCIP issues. Ms. Lee said that two of the SCIP work groups had already met via teleconference, and she asked a representative from each work group to give a summary about what was discussed.

Michelle Geddes, Bay Area Super Urban Area Security Initiative (SUASI), gave a brief overview about the SCIP Funding Work Group conference call on April 21, 2008. The funding workgroup talked primarily about the group’s goal to find a sustainable funding mechanism for future interoperability projects. The work group felt generally that it was important to be creative about finding different fund sources. One specific fund source brought up on the call a fund modeled on the 9-1-1 Fund. This fund is often referred to as an “E-911” and the group will continue exploring this possibility as it moves forward.

[**Note:** The idea is NOT to use the existing 9-1-1 fund but a new and wholly separate fund. This fund would be clearly separate from the current 9-1-1 fund, both as an accounting function and in its source of income.

For more on this topic please see the PSRSPC 2008 Report to the Legislature, at psrspc.ca.gov, pages 22-26. Key considerations on this topic that are outlined in the report include:

- Including key stakeholders in early design discussions
- Creation of an advisory board for stakeholder feedback
- Including certain exemptions such as lifeline uses
- Clearly identified revenue sharing between local/regional and state funding that allows for local/regional programs and State agencies to coordinate equipment acquisition, planning, and procedural development both in the near term for operability enhancement as well as the longer term for the system of systems full statewide build out.]

The SCIP Governance Work Group met on April 23, 2008. It discussed governance issues at it related to the CalSIEC, CalSCIP, and the PSRSPC. CCP will be helping to manage some of the SCIP workgroups as the process roles out and more work groups form in the future. Members are strongly encouraged to participate if they can.

IX. Public Comments

Bill De Camp, Department of General Services-Telecommunications Division, announced to the CalSIEC that the PSRSPC System of Systems Work Group will be meeting on May 1, 2008. Mr. De Camp invited anyone interested in this topic to attend and mentioned that the SCIP System of Systems Work Group has also been invited to participate.

One member felt that it was important to share with the legislature exactly where the State is vulnerable. For example, when someone calls 9-1-1 there is a gap between the dispatcher and the end user. There has never been appropriate funding to support the back end for emergency calls. This unmet need could perhaps be portrayed graphically.

Sam Williams, CA-OES, said that the PSRSPC has limited advocacy in the area of funding and that the CalSCIP Funding Work Group will help. Deputy Director Tom Maruyama, CA-OES, asked members of the CalSIEC to do anything they could to talk to local elected officials about possible funding mechanisms.

Weedy Hannibal, Butte County, reminded the CalSIEC that it is critical not to stay too short sighted. Currently, taxes are only assessed to land lines. With the shrinkage of land lines, that funding source has become smaller.

Pat Cariveau, Interoperable Communications Technical Assistance Program (ICTAP), said that the CASM trainings have been successful and that ICTAP is prepared to do more training if there is a need. Don Root is currently in the process of setting up a training session in the next month or two in Southern California. If members need help with TICP development they should contact ICTAP for help.

X. Next Steps and Adjourn

CalSIEC members picked June 25th, 2008 for their next meeting. Members suggested that the meeting have a working lunch, rather than taking a break for lunch. Also, it was suggested that the technical folks meet prior to the meeting to resolve any technical issues that need attention.

Attendance

Avara, Karen
Avila, John
Azevedo, Angela
Badger, Orval
Betts, Terry
Brzezinski, Frank
Buehler, Vinnie
Caporale, Phil
Carriveau, Pat
Chappelle, Kenny
David Gray, Gary
De Camp, Bill
Dupre, Steve
Finster, Brent
Fleshman, Charlie
Garton, Dennis
Geddes, Michelle
Goff, Steven
Gulserian, John
Hambuch, Peter
Hannibal, Weedy
Hines, Tonya
Johnson, Michael
Klose, Heinze
LaRose, Bob (JPS)
Mann, Ken
Manzer, Don
Maruyama, Tom
Mitsanas, Spiro
Nash, Glen
Nicolaus, Donna
Overacker, Steve
Penido, John
Powell, John
Root, Don
Samaan, Robert
Shaw, Marc
Snowball, Jana
Stevens, Robert
Wilson, Jerry

CCP Facilitation Team:

Julie Lee, Facilitator
Adam Sutkus
Sarah Rubin
Tyler Block, Recorder

Materials Provided:

- CalSIEC Governance Charter
- ComL Training Handout